STATE OF NEW HAMPSHIRE

DEPARTMENT OF REVENUE ADMINISTRATION
109 PLEASANT STREET
CONCORD, NEW HAMPSHIRE 03301-6398

ADDENDUM # 3 TO RFP INVITATION # 2015-132

PROPOSALS DUE: **JULY 17, 2015 4:30 pm**

FOR: **REVENUE INFORMATION SYSTEM (RIMS) BUSINESS REQUIREMENTS DEVELOPMENT**

CONTACT: **Roger Marchand**
TEL. NO.:   (**603) 230-5074**

BIDDER _____ ADDRESS _____

BY _____
   (this document must be signed)
_____ TEL. NO._____
   (please type or print name)

CHANGE: Distribution of payments as below:

Remove Table F--1 Deliverables Payment Schedule in RFP 2015-132 and replace with this version

Table F-1: Deliverable Payment Schedule

Ref. #	Activity, Deliverable, or Milestone	Deliverable Type	Projected Delivery Date	Payment Amount
	Project Management			
1.	Conduct project kick-off meeting	Non-Software		
2.	Finalized Work Plan	Written		**20%**
3.	Daily stakeholder outreach/interview progress report	Written		
4.	Weekly project status reports	Written		
5.	In person stakeholder meeting	Non-Software		
	Research			
6.	Interview key stakeholders to assess current and future business needs	Non-Software		
7.	Conduct detailed market analysis, including research of industry standards, and compare to current system	Non-Software		
8.	Interview key stakeholders to assess State IT requirements	Non-Software		
9.	Interview key stakeholders to assess State security requirements	Non-Software		
10.	Using the research conducted, provide analysis on an upgrade vs. replacement of current system	Non-Software		
11.	Conduct research to determine budget estimates for the implementation of the			

Ref. #	Activity, Deliverable, or Milestone	Deliverable Type	Projected Delivery Date	Payment Amount
	Revenue Information Management System including cost analysis	Non-Software		
12.	Completion of All Research	Non-Software		**20%**
	Final Report			
13.	Documentation of program business requirements in the State's format	Written		
14.	Document findings of current and future business needs	Written		
15.	Provide business and technical stakeholders with proposed findings for validation prior to preliminary findings presentation	Written		
16.	Presentation of preliminary findings	Non-Software		
17.	State acceptance of preliminary findings	Non-Software		**15%**
18.	Write the RFP for the Revenue Information Management System application selection in the State's format	Written		**20%**
19.	Develop budget estimates for the implementation of the Revenue Information Management System	Written		**10%**
20.	Delivery of Final report and Acceptance by State	Written		**15%**
			TOTAL	